

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Db:

Healthy Mothers, Healthy Babies Coalition of Hawaii

Healthy Mothers Healthy Babies Coalition of Hawaii

Amount of State Funds Requested: \$ 241,080

Brief Description of Request (Please attach word document to back of page if extra space is needed):

The overarching goal of this proposal is to increase HMHB's capacity to meet the growing needs for health screenings and vaccinations for Hawaii's most vulnerable residents (uninsured, underinsured, and low-income individuals of reproductive age). HMHB is seeking \$241,080 to improve health outcomes on Oahu, Maui, and Hawaii Island through community-based initiatives such as mobile clinics and home visits. Our activities include health screenings and vaccinations.

Amount of Other Funds Available:

State: \$ 241,080

Federal: \$ \_\_\_\_\_

County: \$ 200,000

Private/Other: \$ 40,000

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 645,000

Unrestricted Assets:

\$ \$1,320,000

New Service (Presently Does Not Exist):  Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

245 N Kukui St #102A

City:

Honolulu

State:

HI

Zip:

96817

Contact Person for Matters Involving this Application

Name:  
Sunny Chen

Title:  
Executive Director

Email:  
sunnc@hmhb-hawaii.org

Phone:  
808.737.5805

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Sunny Chen, Executive Director

Name and Title

1/18/24

Date Signed

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- X 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- X 2) Declaration Statement
- X 3) Verify that grant shall be used for a public purpose
- X 4) Background and Summary
- X 5) Service Summary and Outcomes
- X 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- X 7) Experience and Capability
- X 8) Personnel: Project Organization and Staffing



Sunny Chen  
Executive Director

Jan 19, 2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** HEALTHY MOTHERS, HEALTHY BABIES COALITION OF HAWAII\*

**DBA/Trade Name:** HEALTHY MOTHERS HEALTHY BABIES COALITION OF HAWAII

**Issue Date:** 01/17/2024

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9264

UI#: XXXXXX8053

DCCA FILE#: 89012

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Healthy Mothers Healthy Babies Coalition of Hawaii

\_\_\_\_\_  
(Typed Name of Individual or Organization)



\_\_\_\_\_  
(Signature)

Sunny Chen

\_\_\_\_\_  
Jan 19, 2024

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
(Typed Name)

Rev 8/30/23

\_\_\_\_\_  
(Title)

5Application for Grants

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

#### **1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

Please see attached.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

Healthy Mothers, Healthy Babies Coalition of Hawaii declares it will comply with Section 42F-103, HRS. A signed declaration statement is attached.

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The grant received by Healthy Mothers, Healthy Babies Coalition of Hawaii will be used for a public purpose pursuant to Section 42F-102, HRS as documented in this grant.

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

#### **1. A brief description of the applicant's background;**

Founded in 1992, **Healthy Mothers Healthy Babies Coalition of Hawaii (HMHB)** is a **statewide nonprofit dedicated to improving maternal, child, and family health** through collaborative efforts in public education, advocacy, and partner development. Celebrating our 32nd anniversary this year, HMHB has evolved into a creative organization dedicated to ensuring equitable access to health for pregnant and parenting families, as well as individuals of reproductive age, through the integration of social, behavioral health, and clinical care. We provide education, outreach, and

wrap-around services through the following programs: Mana Mama Clinical Care, Mana Mama Mental Health, Hawaii Cribs for Kids, Piko Pals new parent support group, Community-Based Doula Program, and Māna 'ai Food Distribution.

We are currently in a stage of rapid growth. While we are over three decades old, our programs and services have expanded under the leadership of our current staff, who have shifted away from the status quo. We championed adding clinical services in 2020 during the height of the pandemic. This innovation sparked initiatives including launching three mobile clinics and two new offices, opening a 24/7 telehealth line, conducting home visits to ensure the most vulnerable members of our community receive care, and providing reproductive health care in homeless shelters and even on the street. Most recently, in response to the recent Maui wildfires, our team quickly deployed to ensure the needs of pregnant and postpartum women are not overlooked in disaster relief and recovery.

2. The goals and objectives related to the request;

The overarching goal of this proposal is to **increase HMHB's capacity to meet the growing needs for health screenings and vaccinations for Hawaii's most vulnerable residents** (uninsured, underinsured, and low-income individuals of reproductive age). HMHB is seeking \$241,080 to improve health outcomes on Oahu, Maui, and Hawaii Island through community-based initiatives such as mobile clinics and home visits. Our activities include health screenings (physical exams, blood draws, COVID-19, TB screening) and vaccinations (COVID-19, flu, HepB, RV, Hib, MMR, and other CDC-recommended vaccines). To achieve these objectives, **HMHB is requesting funding to purchase a vaccine storage and management system along with software**. This system is designed to ensure the safe storage of vaccines with guaranteed temperature control, reduce waste and loss, standardize and streamline workflows for staff efficiency, automate compliance, and enhance safety by ensuring accurate dosages to each client.

**Funding is also requested to support the hiring of new staff, specifically a Data Manager and Operations Director**, essential for enhancing HMHB's capacity. Although vital for the organization's mission and growth, securing funding for these roles is challenging through alternative revenue streams due to their classification as administrative support, which is often restricted by many grants.

3. The public purpose and need to be served;

Routine vaccinations and health screenings are vital for safeguarding community health. Yet, we have experienced a significant increase in the percentage of children with incomplete immunizations in Hawaii schools. According to data from the Hawaii Department of Health, the rate of students with incomplete immunizations skyrocketed from 7.63% in the 2021-2022 school year to a staggering 18.70% in the 2022-2023 school year—a 145% increase within a single academic year. This concerning surge can be attributed to various factors, including concerns about in-person doctor visits

during the pandemic, the suspension of vaccine reporting requirements during virtual learning, a lack of follow-up from school officials, new vaccine requirements, difficulty scheduling appointments, transportation concerns, and the proliferation of misinformation about immunizations.

This alarming trend poses a serious threat to the community as it puts students at risk of absenteeism and increases the potential for the spread of communicable diseases within classrooms. Essential vaccinations are critical for preventing disease outbreaks. The Centers for Disease Control and Prevention recommends children receive one dose of the Measles, Mumps, and Rubella (MMR) vaccine at 12-15 months of age, with a second dose at 4-6 years of age. Healthy People 2030 has set a target of 90.8% of children aged 2 years having received at least one dose of the MMR vaccine. However, across Hawaii, only 83.6% of children have met this target (Hawaii Department of Health, 2019).

Addressing this critical gap in vaccination coverage, **HMHB has taken proactive measures to make accessing vaccines convenient and accessible.** Operating a mobile clinic that visits the homes of families and hosts vaccine drives at community events, HMHB aims to encourage families to receive vaccinations in easily accessible locations. Additionally, **HMHB provides physical exams for children and parents who may struggle to schedule routine visits with their primary care physicians.**

4. Describe the target population to be served; and

While HMHB serves all families across the state, our emphasis is on ensuring **reliable access to health and social services for uninsured, underinsured, and low-income individuals of reproductive age and their families in underserved and marginalized areas.** We particularly reach out to socially high-risk and medically low-risk individuals. Our programs directly address structural and systemic factors that contribute to health inequities for moms and babies. During the previous year, a significant majority of HMHB's clients, three out of every four, faced financial constraints, with household incomes below \$75,000. Most, 83% of clients, identified as Black, Indigenous, and people of color, with nearly half identifying as Native Hawaiian.

5. Describe the geographic coverage.

HMHB serves families across Hawaii, ensuring access to care statewide through telehealth services. Our physical presence includes offices on the island of Oahu, Hawaii Island, and an emerging office on Maui. Additionally, we operate mobile clinics across Oahu, Hawaii Island, and Maui.

### **III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

Collaborating with community health centers, social service agencies, and health plans, HMHB actively addresses gaps in care for underserved populations, particularly those with transportation challenges and incomes below the federal poverty level. Committed to comprehensive family care, the grant aims to facilitate vaccinations and health screenings through in-home visits and community events. To enhance efficiency in meeting vaccination demands, HMHB seeks funds for a vaccine storage and management system, addressing challenges like waste and inventory management. In the past, HMHB has experienced losses in critical vaccine supplies due to user error and power outages. This new system has a battery back-up in place and automatically tracks vaccinations by location, funding source, and expiration date, streamlining staff workflows to allocate more time to client interactions.

**The grant will support the administration of over 1,000 life-saving vaccines, in-home and community health screenings for 100 individuals, and the dissemination of health education through community events.**

This letter received from a grateful community member attests to the impact of our work:

*Dear Healthy Mothers Healthy Babies. Mahalo Nui! Yesterday our mother (102 years) received the Covid vaccine while she was able to stay in the car passenger seat in the parking lot. Each and every person we interacted with were super friendly, positive, informative, and accommodating. Such a ray of sunshine. It made getting the vaccine so much easier. Your group provides an applaudable service. Much Mahalo once again and I'll repeat, you all are so nice, for real.*

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Month 1-2: Preparation

- Purchase vaccine storage and management system and software
- Hire Data Manager and Operations Director
- Train staff on new system
- Develop a comprehensive schedule for vaccine appointments and health screening visits
- Initiate communication with existing partners for program referrals
- Begin administering vaccines and health screenings
- Conduct client intakes and enrollment using our HIPAA-compliant platform, ensuring data accuracy

Month 3-12: Community Partnerships and Outreach

- Actively recruit new community partners to expand reach and impact



- Attend community events to raise awareness, advertise services, and provide on-site vaccinations
- Continue ongoing communication with partners for seamless program referrals
- Utilize new software to track inventory of vaccine supplies and order new items as needed
- Conduct training sessions for team members on client intakes using the HIPPA-compliant platform
- Continuously ensure data integrity in the platform, updating client records as needed
- Implement follow-up to ensure clients are receiving necessary assistance
- Compile comprehensive monthly reports for the Grants in Aid fund, highlighting achieved outcomes
- Complete GIA payment requests and submit reports for financial accountability

Ongoing: Sustainability and Future Planning

- Sustain the program's momentum by leveraging ongoing community engagement
- Continuously assess program data and community needs to refine and adapt services

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

HMHB utilizes a HIPAA-compliant secure platform to monitor client information, including their needs, follow-up activities, referrals, and enrollment actions. With the acquisition of the vaccine storage and management system, the organization will gain the capability to generate reports from the system. HMHB is committed to submitting a comprehensive summary of activities undertaken and data collected during the contract period.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The effectiveness of this project will be evaluated using the following measures:

- # of vaccines administered
- # of staff hired
- # of health screenings conducted
- # of community events attended

## **IV. Financial**

### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))

Please see our budgets attached.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$128,580	\$37,500	\$37,500	\$37,500	\$241,080

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

HMHB will seek the following funding for fiscal year 2025 for this project:

- City and County of Honolulu Grant-in-Aid - \$200,000
- Medical reimbursements from health plans - \$40,000

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

HMHB has not received any state or federal tax credits, but we anticipate applying for the employee retention tax credit this year.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.

Please see the listing of government contracts, grants, and grants in aid attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

The balance of HMHB's unrestricted current assets as of December 31, 2023 is \$1,320,000, with \$1,117,000 earmarked for mid- to long-term Maui recovery.

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

HMHB is Hawaii's only nonprofit organization dedicated exclusively to supporting the physical, social, and behavioral health needs of perinatal people and their families. We are a known leader for facilitating community maternal and child health workshops as well as the provision of social service and resource referrals. We have evolved to provide direct clinical and mental health care in addition to supportive services. Our highly-skilled team has quickly grown our services to meet the unique needs of the community. Our team consists of a Family Nurse Practitioner, Licensed Certified Professional Midwives, International Board Certified Lactation Consultants (IBCLC), Licensed Mental Health Therapist, community doulas, case managers, and support staff who specialize in culturally competent engagement. **We envision a future where Hawaii is a leader in maternal and child health outcomes, where our *hapai* people and *keiki* thrive!**

**Over the past year, HMHB helped nearly 4,000 community members through our programs and services.** The following data demonstrates HMHB's impact:

- Hawaii Cribs of Kids launched in 2013, 92% of participants continue safe sleeping practices after completion of the program
- Piko Pals new parent support group launched in 2017 and has provided over 277 participants with social, emotional, and educational support
- The Community-Based Doula Program has resulted in 0% preterm births among participants and 100% of participants receiving mental health screening as well as 100% initiating breastfeeding. 93% of program participants identify as BIPOC
- Nearly 200 home visits (blood draws, physical exams, vaccinations, prenatal visits, postpartum visits, lactation consulting, and mental health therapy) were completed last year
- Over 2,000 COVID-19 vaccine doses have been administered since July 2021 for individuals 6 months and older
- 40,000 meals and provisions have been delivered to pregnant and new moms

The organization is led and staffed by women and mothers of color who are culturally anchored. Our Executive Director is an ambitious, results-oriented healthcare leader

who holds a Master of Business Administration, is a Registered Nurse, a Certified Lactation Consultant, and is an Army Veteran. HMHB staff ensure that all applicable licensing and operating requirements as well as generally accepted quality standards are integrated into its policies and procedures. We have extensive experience managing foundation and government contracts. HMHB has received national recognition for its work from organizations such as MIT SOLVE, Direct Relief, and the Institute for Medicaid Innovation.

Our organization is rooted in the following values:

- A child's right to be born healthy and raised in a safe nurturing environment
- Equal access to quality care
- A collective voice to facilitate change
- Eliminating health disparities among all populations
- Cultural competence and respect for diversity
- Education to encourage health choice

## **2. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

On Oahu:

HMHB leases two office spaces within the Kukui Center (located at 245 N. Kukui St. Suite 102A & 203 Honolulu, HI 96817) with a combined square footage of 2,855 sq feet which accommodates staff offices, food pantry with hot and cold meal storage, lounge/children's playroom, conference rooms for classes/group counseling sessions, client meetings, private offices for individual therapy sessions, medication/supply closet to restock our mobile clinic, and storage for approximately 200 cribs, diapers and breastfeeding/perinatal supplies and donations.

Our mobile clinic is a 2017 Ford Transit extra long, extra tall vehicle that is completely retrofitted as a clinic on wheels, providing home visits and can go directly to the client anywhere on the island of Oahu if visits cannot be done via telehealth or in the office downtown. The mobile clinic is air-conditioned and powered with two 175-watt solar panels on the roof that stores power within three 100-amp hour lithium-ion batteries, with a 3000-watt inverter and battery isolator that charges the car while driving to provide off-grid power. The clinic features two separate client areas separated by a door, a dry flush toilet for urine specimens, a hand washing station with a 7-gallon tank for running water, a vaccine refrigerator, ultrasound capabilities, an infant scale, CPR/AED machine, and all other necessary clinic supplies.

On Hawaii Island:

HMHB leases a 700 sq footage office space in Kailua-Kona for staff offices, client meetings, and storage. We have also retrofitted a 2022 Mercedes-Benz Sprinter for our

Hawaii Island mobile clinic. This new van is solar and battery powered and includes educational materials, a patient bed, handwashing station, toilet, vaccine refrigerator, and capabilities for fetal monitoring and ultrasounds. The clinic on wheels is equipped with 4-wheel drive, a shower, and other technological capabilities, allowing staff to traverse the rugged terrain on Hawaii Island. The van can accommodate at least two patients simultaneously and enables staff to conduct various services, including prenatal and postpartum visits, well-mom exams, reproductive health screenings, infant checks, vaccination administration, and more.

On Maui:

On Maui, we operate from an 800 sq ft office space at the Cameron Center, serving as staff offices, client meeting space, and storage. Additionally, we have a 2021 Mercedes-Benz Sprinter for our Maui mobile clinic and are in the process of acquiring an additional fully electric mobile clinic. Both vans will be retrofitted to match the design and functionality of the Oahu and Hawaii Island vans.

Our mobile clinics are versatile and can be transported to other islands as needed to address emerging needs and expand our reach.

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

HMHB has twelve full-time, and one part-time staff member, with plans to hire four additional staff in 2024. We are supported by contracted mental health providers, doulas, nurses, a community health worker, an Organizational Development consultant, eight involved board members, and a corps of volunteers (120+ engaged annually) who carry out the mission of the organization. HMHB's volunteer Board of Directors governs and sets policies, and takes responsibility for strategic planning for the organization. The BOD supervises the Executive Director and ensures the long-term sustainability of the organization.

The Executive Director administers the agency and its services with the direction, policies, and long-range plans of the Board of Directors of HMHB. She serves as chief executive and planning officer for information on internal organizational issues and changing community needs.

The Data Manager (written in this request) will play a crucial role in managing, maintaining, and reporting on our client data using the agency's data tracking database. As such, they will have primary responsibility for the collection of client data, analyzing

outcome data, and interpreting that data to enhance the quality of services HMHB provides. The Data Manager will work closely with program staff to ensure accurate and timely data entry, analysis, and reporting to support our mission of promoting maternal, child, and family health.

The Operations Director (written in this request) will support day-to-day operations of the organization, including oversight of programs, financial management, communications, and ensuring the agency is in compliance with all grant and contract requirements.

The staff and board of HMHB reflect the incredible diversity of Hawaii in race, ethnicity, and professional experience. All staff members have a relevant university degree and/or experience in public health including leadership skills, knowledge, and abilities necessary to successfully provide maternal and reproductive health outreach.

## **2. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

Please see attached.

## **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director: \$85,000 - \$110,000

Clinical Services Director: \$85,000 - \$100,000

Midwife: \$75,000 - \$90,000

## **VII. Other**

### **1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

Not applicable.

### **2. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

The following licenses/accreditations are held by HMHB and staff:

Combined expertise/licensure of staff members include: Board Certified Family Nurse Practitioner (FNP), Board Certified Professional Midwife, Licensed Mental Health Counselor (LMHC), Registered Nurse (RN), Board Certified Lactation Consultant (IBCLC), Certified Case Manager (CCM), DONA Certified Doula, and International Childbirth Education Association (ICEA).

HMHB carries a Class II Clinical Laboratory Permit and is a certified Clinical Laboratory Improvements Amendment (CLIA) waived with a certificate for provider-performed microscopy procedures.

HMHB participates in the Vaccines for Children (VFC) Program and is accredited to be a vaccine provider for COVID-19 vaccines with the DOH Health Immunization Branch.

### **3. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

HMHB has garnered support from diverse sources, including grassroots community organizations, foundations, and government funders. Our strategy for sustaining and expanding activities involves building on existing partnerships, forging new alliances, and cultivating trust within the community. As a credentialed provider with Hawaii's major insurance payors, such as AlohaCare, Med-QUEST, HMSA, HMAA, UHC, UHA, Ohana, and Medicare, we can bill directly for certain clinical encounters, generating ongoing revenue.

While insurance reimbursements cover some clinical encounters, many essential programs, like keiki vaccinations and home visits, remain underfunded. To bridge the gap to ensure every member of our community can access care, HMHB actively engages in fundraising efforts targeting individual donors and private foundations. Over time, we've seen a progressive increase in funding, with an 18% growth from FY21 to

FY22, a 53% increase from FY22 to FY23, and an anticipated additional 48% increase from FY23 to FY24. We are committed to the long-term viability and growth of our programs, ensuring that HMHB continues to serve and positively impact our community.



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: HEALTHY MOTHERS HEALTHY BABIES COALITION OF HAWAII

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	120,000		123,882	
2. Payroll Taxes & Assessments	20,400		9,477	
3. Fringe Benefits	9,600		15,000	
<b>TOTAL PERSONNEL COST</b>	<b>150,000</b>		<b>148,359</b>	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies			41,641	40,000
7. Telecommunication				
8. Utilities				
9. Vaccine Storage Software & Service	37,080		10,000	
10. Indirect Costs				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>37,080</b>		<b>51,641</b>	<b>40,000</b>
C. EQUIPMENT PURCHASES	54,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>241,080</b>	<b>0</b>	<b>200,000</b>	<b>40,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	241,080	Sunny Chen (808) 737-5805		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	40,000	Sunny Chen, Executive Director 01/18/2024		
<b>TOTAL BUDGET</b>	<b>481,080</b>	Name and Title (Please type or print)		



Applicant: HEALTHY MOTHERS HEALTHY BABIES COALITION OF HAWAII

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
AccuVax - vaccine storage and management system - the Hardware Component is the AccuVax® ES Unit, which is a Temperature-Controlled, Robotic Vaccine Storage and Dispensing Device with Dimensions of 30in w x 28.5in d x 65in h, Encompassing Refrigerator, Freezer Compartments and Refrigerated Drawer, Battery Backup	1.00	\$54,000.00	\$ 54,000.00	54000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 54,000.00	54,000

JUSTIFICATION/COMMENTS:  
Quote for equipment attached. Also included in the budget under the "Vaccine Storage Software & Service" line item is a \$37,080 request for 5 years of annual system software and service costs.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:



TruMed Systems, Inc.  
 4370 La Jolla Village Dr  
 Suite 200  
 San Diego, CA 92122  
 Sales@TruMedSystems.com  
 844-TruMed-1 or 844-878-6331

<b>AV-ES: Purchase Quote 100% Pre-Pay</b>	
Quote #	HMMB - 01
MSA #	HMMB
Expiry	3/31/24
Type:	New

**USER / CUSTOMER INFORMATION:**  
 Contact Name: Sunny Chen  
 Practice Name: Healthy Mothers Healthy Babies Coalition of Hawaii  
 Street Address: 245 N Kukul St, #102A  
 City / State / Zip: Honolulu, HI 92817  
 Email: sunnyc@hmmh-hawaii.org  
 Phone: 808-737-5805  
 Delivery Address: Same

TruMed Systems, Inc. / Sales Representative Contact & Signature: *Michael DeSanfis*

Qty	Items Year 1	Unit Price	Discount	Net Unit Cost	Total
1	<b>ACCUVAX® ES HARDWARE Fees</b> <i>The Hardware Component is the AccuVax® ES Unit, which is a Temperature-Controlled, Robotic Vaccine Storage and Dispensing Device with Dimensions of 30in w x 28.5in d x 65in h, Encompassing Refrigerator, Freezer Compartments and Refrigerated Drawer</i>	\$ 60,000	\$ 6,000	\$ 54,000	\$ 54,000
1	<b>7 Digital Dataloggers with Online Reporting Access</b>				Included
1	<b>Built in Battery Backup</b> <i>Up to 15-Hours of Protection in Case of Power Loss, Guaranteed at 8+ Hours</i>				Included
1	<b>AccuVax® ES System Software</b>				Included
1	<b>ANNUAL SOFTWARE and SERVICE Charge Items Year 1</b>	\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
<b>SHIPPING AND INSTALLATION</b>					
1	Shipping				Included
1	Installation				Included
1	Online Staff Training <i>Digital training provided for all staff members through our on-demand video modules and interactive webinar series offered all throughout the week, recommended to be completed before go-live. Refresher courses and workflow videos also available anytime.</i>				Included
<b>DISCOUNTS &amp; PREPAYMENTS</b>					
	AccuVax® ES 5-Year Pricing				Included
	Special Customer Discount				Included

Qty	ANNUAL SOFTWARE and SERVICE Charge Items After Year 1	Unit Price	Discount	Net Unit Cost (Annually)	Total
1	ANNUAL SOFTWARE and SERVICE Charge Items Year 2	\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
1	ANNUAL SOFTWARE and SERVICE Charge Items Year 3	\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
1	ANNUAL SOFTWARE and SERVICE Charge Items Year 4	\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
1	ANNUAL SOFTWARE and SERVICE Charge Items Year 5	\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
<b>SOFTWARE and SERVICE SUBSCRIPTION</b>		\$ 9,000	\$ 1,584	\$ 7,416	\$ 7,416
1	AccuVax® ES System Software License				Included
1	AccuSite Software Subscription				Included
1	Full Alerting Suite (Temperature, Low Inventory, Expiry)				Included
1	Patient level software auditing capability (Patient mode+)				Included
1	Patient Safety & Scheduled Immunizations Checks				Included
1	Vaccine Insurance				Included
1	24 / 7 / 365 Remote Monitoring				Included
1	On-Site Service and Warranty				Included
1	Cellular LTE / Wireless / Ethernet Connectivity				Included
1	Annual Probe Calibration (or as Required)				Included

Duration Term: 5-year

	Per Unit	Total
NOTE: THIS IS A PURCHASE AGREEMENT, AND TITLE WILL BE TRANSFERRED AFTER FULL PAYMENT. USER UNDERSTANDS THAT FOR SYSTEM TO FUNCTION, SERVICE CONTRACTS MUST BE MAINTAINED IN EFFECT	Due Upon Contract Signing:100%	\$ 91,080
		\$ -

**#REF!**  
 \* Beginning on the 12 month anniversary of install, pricing will be subject to Annual Inflation increase at the greater of CPI or Core Inflation based on U.S. Bureau of Labor Statistics. <https://www.bls.gov/cpi/>

Full Agreement: This Quote is incremental to a Master Subscription Agreement. These terms become binding only after User and TruMed Systems, Inc. have executed this Quote and related Master Subscription Agreement.

Note: Quote excludes sales tax, which will vary by state.

Acceptance Signature Name Title Date

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2024 to June 30, 2025

Applicant: HEALTHY MOTHERS HEALTHY BABIES COALITION OF HAWAII

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
JUSTIFICATION/COMMENTS:						
Not Applicable						

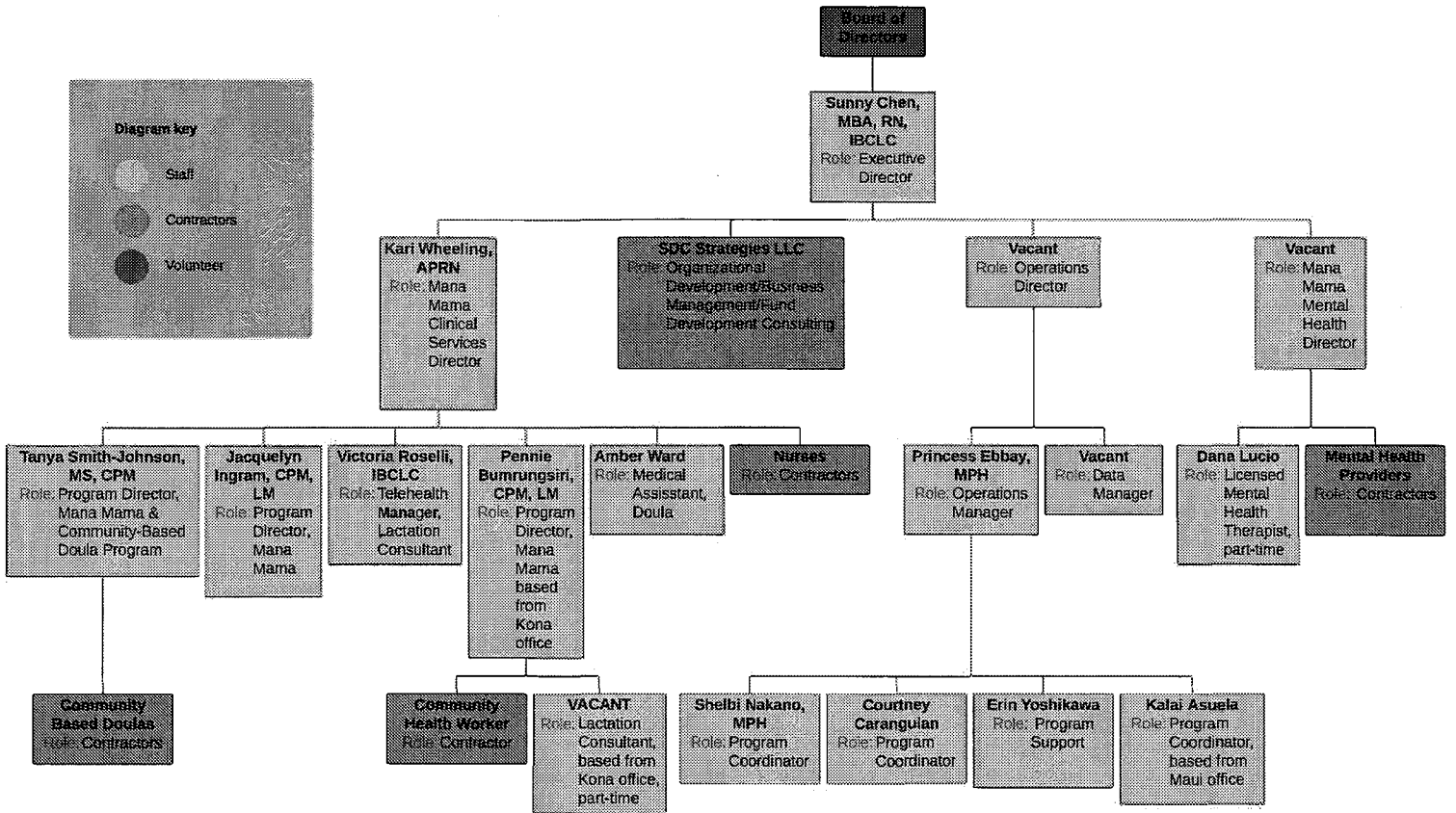
**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: HEALTHY MOTHERS HEALTHY BABIES COALITION OF HAWAII

Contracts Total: 1,378,284.84

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	State Grant in Aid - FY23	05/01/2023 - 04/30/2024	Office of Community Services, Department of Labor	State	350,000.00
2	State Grant in Aid - FY24	07/01/2023 - 06/30/2024	DHS	State	195,000.00
3	Early Childhood Comprehensive Systems Heath Integration Prenatal to three Program (ECCS HIPP) Family Leadership Maternal Health Integration	12/12/2023 - 07/31/2024	Department of Health	State	36,132.84
4	Oahu Mobile Clinic	11/01/2023 - 10/31/2024	Department of Health	State	49,183.00
5	Maui Mobile Clinic	11/01/2023 - 10/31/2024	Department of Health	State	49,183.00
6	Mobile Screening and Treatment to Reduce Congenital Syphilis in Honolulu County	06/15/2023 - 06/14/2024	Department of Health	State	49,010.00
7	Mobile Screening and Treatment to Reduce Congenital Syphilis in Hawaii County	06/06/2023 - 05/31/2024	Department of Health	State	49,010.00
8	Reproductive & Family Planning Services for - under and uninsured clients	01/01/24 - 06/30/25	Department of Health	State	96,498.50
9	Reproductive & Family Planning Services for - under and uninsured clients	07/01/21 - 12/31/23	Department of Health	State	63,217.50
10	DOH - Resource Specialist for Hawaii Island	03/27/23 - 9/30/23	Department of Health	State	42,443.00
11	Mobile Clinic Provider for Hawaii Island	03/01/23 - 12/30/23	Department of Health	State	49,897.00
12	City Grant-in-Aid FY23	10/01/22-09/30/23	Office of Community Services	Honolulu	199,871.00
13	Safe Sleep Education and Outreach to Special Populations	11/14/23 - 6/30/23	Department of Health	State	49,494.00
14	DOH - Parent Education and Support Services for Infants and Newborns	01/01/23 - 09/30/23	Department of Health	State	49,874.00
15	Safe Sleep Education and Crib Distribution Program	11/01/2022 - 06/30/23	Department of Health	State	49,471.00
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Organizational Chart





# Healthy Mothers Healthy Babies Coalition of Hawaii\_241080\_OP

Final Audit Report

2024-01-19

Created:	2024-01-19
By:	Samantha Church (sam@sdcsstrategies.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAozcJqxBBxgtr8PkdZmc6jMDmNFPzehDG

## "Healthy Mothers Healthy Babies Coalition of Hawaii\_241080\_O P" History

-  Document created by Samantha Church (sam@sdcsstrategies.com)  
2024-01-19 - 2:44:29 PM GMT
-  Document emailed to Sunny Chen (sunnyc@hmhb-hawaii.org) for signature  
2024-01-19 - 2:47:18 PM GMT
-  Email viewed by Sunny Chen (sunnyc@hmhb-hawaii.org)  
2024-01-19 - 2:47:54 PM GMT
-  Document e-signed by Sunny Chen (sunnyc@hmhb-hawaii.org)  
Signature Date: 2024-01-19 - 2:52:15 PM GMT - Time Source: server
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